UNIVERSITY HEALTH & SAFETY COUNCIL MINUTES

July 26, 2017
Approved September 27, 2017

Present: Morgan Bliss, Kevin Dewitt, Stacey Ferris, James Hudson, Jason Berthon-Koch, Andres Moreno, Kerry Neubauer, Ian Seiler

Absent: Marianne Bell, Jeff Penick, Steve Sarchet, Shane Scott

Quorum present. Meeting called to order by Morgan Bliss at 10:05 am.

1) Action Item
   a) Approval of the May 24th, 2017 minutes. S. Ferris motioned to accept, I. Seiler seconded.

2) Discussion Items
   a) Discussion of University Safety Policy
      i) M. Bliss stated that the paragraphs in red/underlined are the changes made to the document.
      ii) Several members participated in the discussion and put forward comments, additions, and clarifications to the document.
      iii) M. Bliss will update the document with the changes discussed and present a revised document for discussion for next meeting.
      iv) The finished draft document would have to be presented to Faculty Senate for discussion and ratification (dual governance).
   b) Presentation of April – July, 2017 Loss Trends
      i) J. Hudson presented the causes and departments that reported injuries.
         • Material Handling, STF (Slips, Trips, & Falls), and Cuts/Punctures were the top three reported injuries for the stated period.
         • FMD and Dining Services accounted for roughly 2/3 of the reported injuries for the stated period.
         • 27% of the reported injuries were those of student employees. 2/3 of the reported injuries from Dining Services were those of student employees.
   c) 4-Year Public Universities EH&S Directors’ Meeting (June 29th, 2017) Summary
      i) J. Hudson highlighted the meeting for the council members. EH&S Directors from UW, WSU, WWU, CWU, and The Evergreen College participated in the various presentations important and common to the institutions.
   d) Accident Prevention Plan Update
      i) K. DeWitt stated that he had sent the draft copy to the various college deans and chairs for comment.
         • The document covers general and basic safety requirements. The document highlights the various required plans that the university is mandated to have.
• Departments will be responsible for developing standard operating procedures (SOPs) that satisfy the requirements of this plan.
  
  ii) Several council members expressed interest in reviewing the document.
  
  iii) As stated above for the University Safety Policy, the draft University Accident Prevention Plan (APP) would have to be presented to the faculty senate for discussion and comment (shared governance).

3) FTGOTO
    a) Campus Training – “How to Assess Your Workstation for Proper Ergonomic Setup”
       i) J. Hudson briefly mentioned to the council members that EH&S would be performing two training sessions for the campus on Thursday, August 10th. Attendee participation is limited to 20 per session. Sign-up is on the Central Learning Academy (CLA) website.

4) M. Bliss moved to adjourn the meeting. I. Seiler seconded the motion. Meeting adjourned 10:57 a.m.

Next H&S Council meeting scheduled for August 23th, 2017